

**ST. MARY'S COUNTY GOVERNMENT
BOARD OF ELECTRICAL EXAMINERS**

*Don Haskin, Chairman
Danny Johnson, Secretary*



COMMISSIONERS OF ST. MARY'S COUNTY

James R. Guy, President
Michael L. Hewitt, Commissioner
Tom Jarboe, Commissioner
Todd B. Morgan, Commissioner
John E. O'Connor, Commissioner

**ST. MARY'S COUNTY ELECTRICAL BOARD
August 7th, 2018 MEETING MINUTES**

Donald Haskin	Chairman	Absent
James Johnson	Secretary	Present
Rudolph Worch, III	Member	Absent
Robert Spence	Member	Present
Ron Derby	Member	Present

Total Deposited for July 2018:

\$1525.00

July Deposits to Planning & Zoning:

Master Electrical New License Deposits	\$1500.00 (8)
Master Electrical License Renewal Deposits	\$0
Master Electrical License Renewal Late Fee	\$0
Master Electricians Exam Deposits	\$25.00 (1)
Restricted License New Deposits	\$0
Restricted License Renewal Deposits	\$0
Restricted License Renewal Late Fee	\$0
Restricted License Exam Deposits	\$0
Low Voltage New License Deposits	\$0
Low Voltage License Renewal Deposits	\$0
Low Voltage License Late Fee	\$0
Low Voltage Exam Deposit	\$0
Re-Instatement Fee	\$0
Homeowners Exam	\$0

Insurance Up-Dates for July 2018:

70

July 2018 Change of Address and/or T/A:

4

July 2018 Shelved License:

0

Meeting: Called to order by Danny Johnson

- 1) All electrical work done in St. Mary's County that does not require a building permit will require a no cost electrical permit. The permit will be obtained through Planning and Zoning. Once the permit is obtained than the electrician can file for an inspection at the inspection agency he uses.
- 2) A new license application will be placed on the electrical boards web page that covers Master, Low Voltage and Restricted. This application will simplify the process.
- 3) The Master, low voltage and Homeowners exams for 2017 were written and approved.
- 4) The following is a list of dates for the Electrical Examiners Board meetings in 2018.
 - a. January 2nd Board Meeting
 - b. January 25th Master/Low Voltage/Restricted Exam
 - c. February 6th Board Meeting
 - d. March 6th Board Meeting
 - e. April 3rd Board Meeting
 - f. May 1st Board Meeting
 - g. June 5th Board Meeting
 - h. July 3rd Board Meeting--Cancelled
 - i. July 26th Master/Low Voltage/Restricted Exam
 - j. August 7th Board Meeting
 - k. September 4th Board Meeting
 - l. October 2nd Board Meeting
 - m. November 6th Board Meeting
 - n. December 4th Board Meeting

Homeowners Exam Applicants for August 2018:

1

Homeowner Exam Results for August 2018:

Pass

Monitor Homeowners Exam for September 2018:

Ron Derby

Master/Restricted/Low Voltage Results for July 2018 and January 2019:

2018 July Exam—1 Applicant—Master Exam--Passed
2019 January Exam---N/A

Monitored Master/Restricted/Low voltage Exam for January 2019:

TBD

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Postage for July 2018:

TBD

Next Regular Board Meeting:

Next regular board meeting is scheduled for Tuesday September 4th, 2018 at the Governmental Center Carter Building, Leonard Hall Drive, 2nd floor conference room at 7:30 PM.

Motion to Adjourn Meeting:

Motion made by Ron Derby, Second by Craig Spence. Meeting was adjourned.

The Following Payments are authorized for the Board Members for August 2018

1) Robert Spence----MEMBER

a) Attend Meeting	\$25.00
b) Proctor Master Exam	\$25.00
c) Grade Master Exam	\$25.00
d) Grade Homeowner exam	\$25.00
e) Spence Total	\$100.00

2) Chris Worch----MEMBER

a) Attend Meeting	\$0
b) Worch Total	\$0

3) Ron Derby----MEMBER

a) Attend Meeting	\$25.00
b) Grade Master Exam	\$25.00
c) Grade Homeowner Exam	\$25.00
d) Derby Total	\$75.00

4) Don Haskin----CHAIRMAN

a) Attend Meeting	\$0
b) Proctor Master Exam	\$25.00
c) Grade Master Exam	\$25.00
d) Haskin Total	\$50.00

5) James Johnson-----SECRETARY / RECORDING SECRETARY

a) Attend Meeting	\$25.00
b) Prepare Meeting Minutes	\$25.00
c) Grade Master Exam	\$25.00
d) Proctor Homeowner Exam	\$25.00
e) Grade Homeowner Exam	\$25.00
f) Recording Secretary (58 @ \$15.00)	\$870.00
g) Johnson Total	\$995.00

Recording Secretary Performed the Following Duties (July):

- 1) Picking up mail
- 2) Issuing licenses and renewals
- 3) Confirming and updating insurance coverage
- 4) Shelf and un-shelve licenses for insurance reasons
- 5) Updating roster with new information on license renewal form
- 6) Printing new licenses
- 7) Working on annual report
- 8) Responding to mail, email and phone calls.
- 9) Preparing items to be placed on Website
- 10) Prepare Master Exam
- 11) Prepare Homeowners Exam

James D. Johnson Jr.
Secretary
electric.examiners@stmarysmd.com